

APPROVED 4-11-07 BLUEGRASS BOARD OF DIRECTORS – Minutes – March 8, 2007

Date: 03-8-07 **Time:** 6:00 p.m. – 7:55 p.m.

Recorder: Sylvia Williams **Location:** Leestown campus/ Board Room

Present: Randy Powell, Chair; Bob McNulty, Florence Huffman, Bob Rowland, Reginald Thomas, Jim Kerley, Randy Gonzalez, Dave Hellmich, Mark Manuel, Vern Kennedy, Charlene Walker, Palisa Williams Rushin, Karman Wheeler, Becky Critchfield
Special Guests: Dr. Michael McCall, Alan Mattox (faculty, Trades & Technologies/Welding), Maria Church (BCTC student and winner of New Century Scholars Program scholarship award, Cathy Penfold (new Transfer Center Director) Luke Taylor, SGA Vice President (alternate for Stephanie Watkins)

Absent: Stephanie Watkins, SGA rep., David Samford, Eunice Beatty, Ren Bates

Agenda/Issues	Discussion	Action
<p>Welcome and Introductions</p> <p>New Century Scholar Recipient</p> <p>New Transfer Center Director</p> <p>Welding Program Overview</p>	<ul style="list-style-type: none"> • Chairman Randy Powell welcomed all present, and introduced visitors and guests. He introduced Luke Taylor, recently elected Student Government Association vice president, who was attending in place of Stephanie Watkins, since she was unable to attend. Randy then introduced Maria Church, president of the Phi Theta Kappa Honor Society, and New Century Scholar winner. Maria is the recipient of a scholarship award which will be applied toward a 4-year degree. She is not only representing Bluegrass Community and Technical College, but the entire state of Kentucky in this prestigious award. She will be attending the AACC convention in Tampa, Florida, where she will be recognized as the Kentucky recipient of this award. BCTC is indeed very proud of Maria and her fine accomplishments. • Randy Powell then recognized Cathy Penfold, the new BCTC Transfer Center Director. Cathy began her new position on February 1, 2007, and will be a great asset for the college. She distributed a Transfer Center newsletter, and explained some of her objectives and initiatives, including the beginning of a peer mentoring program. A statewide Transfer Fair is planned for April 9, 2007. • Randy Powell then introduced Alan Mattox who distributed a handout to all present and gave an excellent overview of the welding program. He outlined how a student might undertake a welding career which could take him/her all over the world. Alan explained that safety is a major concern in welding. He mentioned various accrediting agents including SACS, COE, DOE, and the state of Kentucky. Alan has built good partnerships throughout the state and the country, explaining that welding is now a very high tech career, which includes computers and software, unlike years ago. The American Welding Society has a strong chapter here in Lexington. Alan has 32 students currently enrolled in the welding program. On the third of April, an underwater welding class is planned, and Alan explained that students come here from all over the United States, and, once certified, they go to all parts of the world for jobs. Pay is excellent, depending on 	

	<p>job type and location, and usually companies hire new trainees even before they graduate from our program. Dr. Hellmich pointed out that Alan Mattox is the</p> <ul style="list-style-type: none"> • leader of all welding faculty in the state, and is certainly a statewide leader. <p>Florence Huffman posed questions, including whether Alan’s students return to learn a new trade or are they older workers who come back to college to learn a new skill. She also asked if there were any women in the welding program, and Alan reported that, currently there are 3 women going through the program. When asked how students were recruited, Alan explained they recruit from high schools, and from the US SKILLS program held at BCTC. In fact, a SKILLS program will be held here tomorrow.</p>	
<p>Enrollment Analysis Report (Dr. Kerley)</p> <p>Feasibility Study</p> <p>Presidential Selection Process (Dr. McCall)</p>	<ul style="list-style-type: none"> • Dr. Kerley gave the board an overview of the recently compiled Enrollment Report which included a preliminary enrollment analysis of enrollment data, counties where enrollment is down. Palisa added she has been working with the SEM Works Consulting firm (Student Enrollment Management), and the Marketing/Enrollment Action Team is taking a very proactive look at current needs and new programs. Dr. Kerley then mentioned all new BCTC programs including the Equine program, Theatre/Filmmaking, Human Resources and stated that better customer service is a goal for all areas of the college. Palisa discussed process mapping, so we could be more responsive to needs in Fall 2007. Dr. Kerley stated the college should begin seeing gains in a more positive enrollment in the fall of this year. Palisa mentioned new agreements with Kentucky State University and Georgetown. • Dr. Kerley briefly mentioned the recent feasibility study which indicated BCTC is ready to go forward, with excellent community support. The community is apparently aware of BCTC and its needs and its impact upon the greater community. However, the major capital campaign may be delayed for a year, due to the upcoming change in presidential leadership. • Dr. McCall arrived approximately 6:50 p.m. Randy Powell greeted him on behalf of the board, and relinquished the floor to Dr. McCall, asking Dr. McCall to give the board preliminary steps for the upcoming presidential search process. Dr. McCall extended appreciation and congratulations to Dr. Kerley for his outstanding service to the college over the past years. Further, Dr. McCall expressed his appreciation for Dr. Kerley’s leadership both here and as he begins his new tenure in Panama City, Florida. Dr. McCall discussed the critical role of the board in this process, that is, to recommend a new president of this institution. With Dr. Kerley leaving immediately after graduation, an interim president will be chosen and appointed to work with the college during the search for a permanent president. The board is to make a recommendation to Dr. McCall, and Dr. McCall will either accept or reject that recommendation. The goal is to have Dr. McCall 	

and the board jointly agree on the final candidate.

- Dr. McCall explained that advertising will go out, and KCTCS will contract with Jeff Hockaday, a national consultant, as the search process begins. Hockaday comes well recommended and has been utilized for many searches nationwide. The consultant's role is to solicit candidates and do background checks, with a view to get a well-qualified pool of candidates. The consultant will not recommend candidates, but rather report strengths and weaknesses of each candidate. A "generic" advertisement will be used nationwide, and applications will be received at the KCTCS System Office. There will be two committees in the overall search process. The first will be a statewide Search Advising Committee comprised of Dr. Keith Bird, KCTCS Chancellor, 2 staff members from KCTCS, Randy Powell as board chair, and two college presidents. This Advisory Committee will take all applications and screen out those they deem to be unqualified. They will narrow down the pool of candidates to 10 or more, but probably not more than 20. They will not actually interview the candidates but just examine qualifications, on paper. Next, the local search advisory group will be formed, comprised of Randy Powell as board chair, faculty, staff and student representatives. The local search committee will narrow down the pool of chosen candidates to 3-5, for personal interviews. Dr. McCall will examine this pool and determine 3 or 4, to come to campus for interviews. There may be as many as 12 on the local search team, and this group will put together an itinerary for these candidates. A community forum will be held, for everyone to meet the candidates. The board of directors will interview each candidate, have dinner with each one and then bring recommendations on each candidate. The board will need to meet together to discuss, and bring their recommendations to Dr. McCall. They will not rank candidates, but present Dr. McCall with strengths and weaknesses. A special board meeting will be called, to meet with Dr. McCall, to discuss strengths and weaknesses of each candidate, and ultimately the board should be in agreement with Dr. McCall for a final choice. Early in the process, a survey will be sent to all faculty and staff, to afford everyone an opportunity to express what they want in a new president. At some point in the near future, a timeline will be given out by Dr. McCall, but it is anticipated that the entire process will take approximately 6 months.
- A question was posed to Dr. McCall, as to how the local search team would be formed. Dr. McCall replied that the survey would ask if faculty and staff were interested in serving, they could reply on the survey form. Dr. McCall will determine the final makeup of this search committee. Reggie Thomas indicated he should have a diverse and all-inclusive group of members for the local search

<p>Approval of previous minutes</p> <p>Endorsement of Honorary Degree Recipients</p>	<p>team, and this was confirmed by Dr. McCall. Jerry Howell brought up the issue that all current board members terms expire in October 2007. Dr. McCall acknowledged this problem, indicating that he was hopeful the local search committee could complete its work by September 2007. Further, he indicated that he was working with the Governor’s Office to rectify the term expiration problem, so that in future the board would have staggered terms. He indicated this was a problem for other community and technical colleges, as well. However, it would be best if the search process could be completed by September 2007.</p> <ul style="list-style-type: none"> • Bob McNulty asked what sort of questions could be asked of the candidates. Dr. McCall indicated that the KCTCS HR Director, Lewis Prewitt would give the board a “refresher course” to assist in developing a set of questions that would be asked of each candidate, and this would clarify what could be asked and what could not be asked. He stressed that all candidates must be treated equally. He also stressed that this was to be a very fair, open and inclusive process. • Randy Powell reminded the board they would need to flexible and available to meet frequently, and that a quorum must be present for these meetings. Each board member’s input and presence would be necessary and needed. • Dr. McCall then reminded the board that this process would cost the college, but that the KCTCS System Office would help guide and develop a budget for the search process. Upon completion of his briefing regarding the presidential search process, Dr. McCall thanked the board for allowing him time to speak, and he left the session. • Randy Powell asked the board for a motion to approve previous minutes, since they had received copies and were ready to take action. Bob Rowland proposed a motion to approve minutes of the December 13, 2006 board meeting; Reggie Thomas seconded the motion, and the board unanimously approved the December 13, 2006 minutes. • Randy Powell distributed a resolution to all members, asking for discussion and endorsement of action to award honorary degrees to Dr. Lie Yun and to Mr. Cecil Keeney, at the May 6, 2007 Commencement Exercises. Materials were read and reviewed, and explained that the board’s endorsement must be sent to the System Office tomorrow in order for it to be on the March Board of Regents agenda for approval. Dr. Kerley offered further clarification on each candidate and discussed their considerable contributions to the college. Reggie Thomas proposed a motion to recommend to the Board of Regents that honorary degrees be awarded to Mr. Keeney and Dr. Yun; Florence Huffman seconded the motion, and the motion carried. The resolution will go forward to the KCTCS System Office tomorrow, for inclusion as an agenda item at the March Board of Regents meeting. • Dr. Kerley offered information on his personal situation since he would be leaving 	
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<p>Personal Situation (Dr. Kerley)</p>	<p>Bluegrass Community and Technical College for a new position as president at Gulf Coast Community College in Panama City, Florida. He expressed appreciation to each board member for their support and their service to the board. He explained why he had chosen to accept the Florida position at this particular time, and expressed regret at leaving when so many great things were yet to be realized at BCTC. Leaving Kentucky after 24 years in this state would not be easy for him, but he is looking forward to new challenges in Florida. Dr. Kerley gave his timeline as leaving right after the May 6th Commencement Exercises, which would give him some transition time, with a start date at Gulf Coast Community College of June 1, 2007. He discussed a probable date of Friday, April 27 as a date for a farewell reception, and invited the board to attend. It was probable that Dr. McCall would have an interim president appointed by May 7, 2007.</p>	
<p>Groundbreaking Event for Cooper Campus Building</p>	<ul style="list-style-type: none"> • Dr. Kerley reported that the groundbreaking event for the new Cooper campus building originally set for April 27 would need to be postponed since bids must be received and awarded prior to that event taking place. It is anticipated this event will take place sometime in June 2007. 	
<p>Georgetown campus plans</p>	<ul style="list-style-type: none"> • Dr. Kerley reported that the first design meeting had been held at Georgetown, and that plans were going forward. It is anticipated that this should be a #1 priority on the KCTCS list. 	
<p>AMTEC conference</p>	<ul style="list-style-type: none"> • Mark Manuel reported that the AMTEC conference was hosted with Toyota recently, and representatives from all over the U.S. were present. All automotive industries except Chrysler were represented, and the conference enjoyed glowing evaluations. 	
<p>Withers Photography Exhibit</p>	<ul style="list-style-type: none"> • Charlene Walker reminded the board that the Withers Photography Exhibit would be held in the Oswald Building on Friday, March 23. This is a collaborative effort with the University of Kentucky, and BCTC is hosting the reception. It will be a wonderful exhibit of black history spanning many years. All are invited to attend. 	
<p>Strategic Needs Analysis</p>	<ul style="list-style-type: none"> • Randy Gonzalez distributed packets to all board members for the BCTC Strategic Needs Analysis Process. He explained how KCTCS has outlined the process for selecting needs and priorities, and that some of our priority requests will go forward to the biennial request list. The college has been sifting through a collection of priority funding needs over the past several months, and has identified the top 21 priorities, as listed on the packet given to each member. (see handout provided) He asked for the Board's endorsement of these prioritized SNA requests. Discussion followed as to how priorities were identified. Randy Gonzalez explained this has been a long process, with much input from all sectors of the college. Huffman proposed a motion that the Board accept recommendations as submitted, and Bob McNulty seconded the motion; the motion carried. Randy Powell expressed approval for this very thorough process 	

	<p>which involved all units within the college to collect prioritized programmatic, operational and capital funding needs for the upcoming 5 years.</p>	
<p>Need for Special Called Board Meeting</p>	<ul style="list-style-type: none"> • Chairman Randy Powell indicated to the board the need for a Special Called Board Meeting prior to the next regularly scheduled meeting in June 2007, and prior to May 24, 2007. It was agreed the board would meet for a special session to approve the budget on Wednesday, April 11, 2007 at 6:00 p.m. This meeting will take place at the Leestown campus in the board room. 	
<p>Other Business</p>	<ul style="list-style-type: none"> • Randy Powell brought to the attention of the board members the need to determine existing member's interest in being reappointed to this board. Members are to convey their interest to continue in service to the BCTC board directly to Randy Powell. • An item to be discussed at a future meeting concerns discussion on colleges and universities such as Strayer, Regis, Indiana Wesleyan, and Phoenix to determine what accreditation standards they are held to, in comparison to SACS accreditation requirements for Bluegrass Community and Technical College. It was suggested that perhaps Tim Burcham could meet with the board to discuss the KCTCS perspective on other colleges and universities in the Bluegrass area. 	
<p>Adjournment</p>	<ul style="list-style-type: none"> • Jerry Howell moved that the board adjourn, Florence Huffman seconded; and the motion carried. Randy Powell adjourned the session at 7:55 p.m., with a reminder that the Special Session of the Board would be held on Wednesday, April 11, 2007 at the Leestown campus, to address 2007-08 budget priorities. 	<p>A Special Session of the Board will be held Wednesday, April 11, 2007 at the Leestown campus, beginning at 6:00 p.m.</p>